

GREATER WYOMING COMMUNITY RESOURCE ALLIANCE
Meeting Agenda of
October 25, 2016

I ROLL CALL

Present: Kent VanderWood, Bob O'Callaghan, Tyler Toscano (arrived 9:24 a.m.), Jack Sluiter, Nancy Bazan, Curtis Holt, Jeff Koeze, Tamara Lopez, Rebecca Rynbrandt, Elizabeth Rosario

Absent: Jim Carmody

Meeting called to order: 9:01 a.m. by Vice-Chair Lopez

II PREVIOUS MEETING MINUTES:

A. September 27, 2016

A motion to approve the minutes as presented was made by VanderWood, seconded by Sluiter. Motion carried unanimously.

III FINANCIAL REPORT

A. Nancy Bazan, Treasurer Budget Report

Bazan gave a verbal report and reviewed a financial statement for the period ending October 24, 2016. The grants to volunteer organizations in support of tornado response have been issued. Total amount was \$6,000 as approved. Bazan updated the board on the status of Pinery Park Little League's financial situation as well as impacts from the August tornado. They are financially healthy and their insurance has provided reimbursement for losses attributed to the tornado.

A motion to approve by the financial report as presented was made by Holt, seconded by Rosario. Motion carried unanimously.

B. CEC Outstanding Documents Update

Bazan indicated ongoing conversations with the CEC to obtain compliance with fiduciary standards. A budget has been received however it is unclear as to the period for the document. Also, she is working to clarify discrepancies within other reports. VanderWood asked whom Bazan has been working with at the CEC. Bazan has been corresponding with Kathy, the CEC's Treasurer. Vanderwood inquired as to the level of responsiveness. Bazan is hopeful that improvements will continue to be made in that regard. Vanderwood and O'Callaghan indicated confusion on whether or not Eric Tomkins, Parks and Recreation staff liaison to the CEC, was charged with the CEC on these matters. Rynbrandt indicated that

would be a change. Historically Bazan as the Alliance Treasurer would be the lead. VanderWood indicated that the Chairperson of the CEC is not aware of any concerns with communications or reporting. VanderWood suggests that the CEC Chairperson and Treasurer be brought together with Bazan and Holt to discuss needs. Holt affirmed he would pursue such a meeting Tomkins will be requested to join in the discussions as needs present themselves.

IV OLD BUSINESS

A. One Wyoming Grant Determination for Funding (Action Item)

Holt shared his recent conversations with One Wyoming related to their mission, desire to expand programming and emphasis areas, and notified the board of his new role as a Board Member of One Wyoming. This board is only newly formed and its membership continues to be developed.

Discussion on the grant application ensued.

Their grant budget indicates a \$10,000 contribution by the City. This is not in hand, nor will it be recommended by the City Manager's office to the City Council. Holt explained the restrictions of government giving funds to non-profit organizations.

One Wyoming is continuing to explore converting the former Klingman's building into a "community resource center." The City does not support this use due to its limiting economic impact to a vital commercial corridor. It was noted that their survey for public interest appears to recommend the focus resource centers into the neighborhoods rather than a centralized location.

A review of their proposal indicates both short term and long term funding of organization's operations is in question. They have been unable to develop committed funding from the community. As it is primarily a church affiliated organization it was noted that churches are not stepping up to back the organization with financial or volunteer resources. Schools are only giving in-kind support.

The board discussed concerns that we, the Alliance, affirmed a position that we were not going to fund on-going expenses of organizations. Rather our intent is to fund a specific project component or capital expense. This appears to be funding ongoing operations of the mentoring program.

It was also debated if the grant budget and narrative appeared in conflict, with the detail of the request being unclear. On one hand it indicated grant funds would be used for "other" alluding to a specific project expense; however, the narrative alludes to staffing or consultants for training, and supports, such as

would be reasonably thought to be supplies and/or room rental. These items were not specified in the grant request.

The Board discussed the impression that the organization may be functioning with a “shot gun” approach to defining their mission – are they changing their focus depending upon funding - rather than staying the course to a mentoring program.

Motion to deny the grant application for lack of specificity was made by Sluiter, seconded by Lopez. Motion carries unanimously.

B. 2017 Carnival

Rynbrandt reported the carnival has been booked, allowing for 2 weekends. The dates are Friday, April 28 through Sunday, May 7. The operator has confirmed he is willing to shut the carnival down nightly at 9:00 p.m. The carnival will also be moved to Lamar Park.

C. Wyoming Tree Commission (WTC) Fiduciary Agreement (Action Item)

A motion to approve entering into a Fiduciary Agreement with the WTC recognizing effective date to of the 11th of October was made by Holt, seconded by O’Callaghan. Motion carried unanimously.

V NEW BUSINESS

A. 2016-2017 Donation Request Letter

A review of the donation letter was made. Suggestions will be provided to Chair Carmody. It is intended to be distributed in early November.

B. 2016-2017 Donor and Prospective Donor Mailing List

The list was distributed for review. Board members are to mark it up with changes and provide suggested additions to Rynbrandt or Carmody.

The Board asked that the following City group members be added to the list: all City Council members; Kent County Commissioners; citizen appointed panels including Planning Commission, CEC, WTC, EDC/Brownfield, Downtown Development Authority, Parks and Recreation Commission; Pinery Park Little League Board of Directors; City Department Heads; State and Federal congressional members representing the City of Wyoming; all area School Superintendents; the Wyoming Kentwood Chamber of Commerce Board of Directors.

VI ROUND TABLE DISCUSSION

The board affirmed to maintain the meeting scheduled for the week of Thanksgiving. It was noted that the December meeting may be cancelled.

Each board member was encouraged to invite non-profits and civic groups to apply for funds.

VII PUBLIC COMMENT

None.

VII CLOSE – NEXT MEETING DATE

A. November 22, 2016

A motion to adjourn was made by Rosario, support by Koeze at 9:37 p.m. Motion carried unanimously.

Respectfully submitted,

Rebecca L. Rynbrandt, Secretary
Board of Directors